

HOPWA FY 2011 NOFA: FAQs

BASIC APPLICANT AND GRANT INFORMATION

Q: You stated that we must have a DUNS number and a CCR. How do we apply for this number?

A: You must first obtain a DUNS number at <http://fedgov.dnb.com/webform/index.jsp>. You will then be able to register with the CCR. You need a DUNS number to apply for a Federal Grant. See the following link for more information about the CCR.: CCR:
<https://www.bpn.gov/ccr/default.aspx>.

Q: Is it conceivable that HOPWA would fund more than one agency in the same state?

A: Applications will be selected for funding based upon their scores. The highest scored applications will be selected, even if they are in the same region or state?

Q: Is the \$9.1 million available for this competition for this year only or does it cover three years?

A: The \$9.1 million is the total amount available for all the grants we are awarding. The maximum grant amount will be \$1,375,000 split over three years.

Q: Just to clarify, is the grant approximately \$1 million over three years, or \$1 million per year?

A: The maximum grant to be awarded is \$1.375 million, to be spent over a three-year period, and not to be awarded each of three years.

Q: Do you require a minimum number of years for an organization to be in existence in order to apply for this grant?

A: No, the NOFA does not establish a minimum for the number of years an organization must have existed in order to apply for a grant. However, applicants must demonstrate their capacity to carry out proposed grant activities, as required under the Capacity section of the application.

Q: Are you looking for a minimum number of persons to assist with this grant?

A: The NOFA does not establish a minimum number of persons that must be provided housing assistance under this grant. However, the proposed budget should be reasonable and justified in relation to the number of persons to be served.

Q: Are you seeking to fund areas with higher incidence of HIV/AIDS, to target resources to the most impacted areas, as the National HIV/AIDS Strategy recommends?

A: No, HUD will award grants to the highest rated applications based on narrative responses, regardless of the area's HIV/AIDS incidence or prevalence of the location. As stated in the NOFA up to two points will be awarded based on the relative number of per capita living AIDS cases within your service area, in metropolitan areas of over 500,000 population and in areas of a state outside of these metropolitan areas.

Q: Why is the turnaround for this NOFA so short given the large amount of preplanning that might be needed?

A: This year's ten-week time period between publication of the NOFA and the application due date is similar to that of past years. The Office of HIV/AIDS Housing would like to make it clear that all partners in the provision of housing and services (e.g. TBRA/STRMU households) should be finalized in the application submission. Additionally, the plan of coordination and delivery of housing and services must also be finalized in the application submission. However, under the larger community planning efforts (streamlining resources and integrating the households served under an award into mainstream resources) The following is required for submission in your application:

- Identified planning staff and experience in undertaking planning activities;
- Identified partnerships with local planning bodies via MOUs;
- Identified need for improved cross program co-ordination for enhancing and integrating HIV service delivery;
- A description of intentions for integrating activities into local planning efforts and assimilating assisted clients into mainstream assistance;
- A description of how your planning team members intend to strategize with local planning bodies. This description should include your intentions to participate in existing and where appropriate establish new planning activities such as committees, workgroups, public meetings and so forth; and
- A statement on your commitment to the development of the comprehensive coordination and integration implementation strategy at the end of the 1st post year.

HUD is allowing approved applicants a full year to fully develop their strategy and implementation plan under the Resource Identification planning activities. There is a lot of pre-planning needed for the application to clearly present your proposed project. However, the development of collaborative relationships and planning efforts in streamlining activities and integrating your program with local HIV resources, we view as a three- year process.

ELIGIBLE COSTS

Q: Short-term rent, mortgage and utilities (STRMU is not considered permanent or transitional housing, so please confirm that it is an eligible activity in this application.

A: STRMU is an eligible activity, as it is used to support an individual or family to remain in their permanent housing arrangement and thus prevent homelessness.

Q: Can staff costs be included as a direct cost under an eligible housing activity?

A: Yes, Staff costs can be included as a direct cost of an eligible housing activity as long as the staff is carrying out an activity directly related to client services and part of the delivery costs of such activities.

Q: Are supportive services that support the transitional or permanent housing activity allowable expenses under this grant?

A: Yes, this grant award will fund supportive services that are necessary for ensuring housing stability.

Q: Are Homeless Prevention and Rapid Rehousing type activities potentially eligible as "other" activities so that grantees can develop more flexible and innovative approaches than might be allowable under STRMU?

A: Under the NOFA, HOPWA funds may be used for Permanent Housing Placement (PHP) and

STRMU activities, which are similar activities to those funded under HPRP. PHP covers application fees, credit checks; reasonable security deposits and first month's rent (not to exceed two months' rent); and Housing Quality Inspection, though not moving costs. In order to maintain a client in their residence and prevent homelessness, After securing a unit with PHP, tenant based rental assistance (TBRA) could be used. STRMU can cover rent, mortgage, or utility costs for 21 weeks over a 52 week period. If a grantee wanted to leverage HPRP funding to complement the HOPWA TBRA rental assistance they may do so as well so that they can utilize HOPWA funding for more permanent TBRA resources. In addition, HOPWA supportive service funds cover case management. There are resources on HPRP and HOPWA on the hudhre.info site at : www.hudhre.info/documents/HPRP_FactSheet.pdf

Q: Given this is a one-time award with no renewal possibility, it seems like a risk to implement TBRA or operating cost programs that need ongoing funding to be sustained. Section 8 and other subsidies are oversubscribed too. So, why didn't HUD the one-time cost housing activities such as acquisition rehab and construct?

A: As one of the main goals of these grants is community collaboration and integration of HOPWA clients into mainstream HUD services we hope that at the end of the three years clients receiving TBRA and operating costs can be paid for using leveraged resources or transferred to mainstream programs. Acquisition, rehab, and construction could require further construction and operating costs past the three-year mark and are therefore not always one-time costs.

Q: The Resource Identification Activities language is very broad. Can you give some examples of Resource Identification activities or point us to some examples/models of what other cities have done?

A: We intentionally left the Resource ID section very broad. We want communities to be free to decide what their planning priority needs are. The Resource ID line item can be used to pay for any planning activities for the IHHP as well as integration of client services, including HMIS costs related to and pro-rated for coordination of housing and services.

OTHER QUESTIONS

Q: Can an applicant request funding for only the development of an IHHP? Or does the IHHP have to be developed along with the provision of housing assistance?

A: No, an applicant cannot request funding only for the development of only the IHHP. The provision of housing assistance is an integral component of the grant and the majority of grant funding is to be dedicated to the provision of housing assistance.

Q: Can an entity be both a grantee and a sponsor? What is the administrative cost limit for such an entity?

A: No, an entity that applies as a grantee that also provides eligible direct service activities is recognized only as the grantee. The entity is subject to the three percent administrative cost limit, and may not spend more than three percent of grant funds on administrative activities.

Q: Please give examples of Project Sponsors.

A: Project Sponsors can be public housing authorities as defined in the definition section of the NOFA or non profits. **A:** A Project Sponsor is any nonprofit organization or government housing agency that receives funds under a contract with the grantee to carry out eligible activities under the HOPWA program and governing regulations at 24 CFR § 574. Under this definition, a public housing authority that is State or locally chartered in statute as part of State or local government is a sponsor. The NOFA also states that a Public Housing Authority is eligible to apply as a grantee, provided that they satisfy the definition of Public Housing Authority in the definition section of the NOFA.

Q: Is there an expectation that a Technical Assistance (TA) provider would be involved in the IHHP planning process?

A: As needed, TA providers will be available to assist funded projects in developing the IHHP planning process as we would like these grantees to be models for the rest of the country.

Q: If we plan to purchase a residential building, for the purposes of this application, do we need to submit a Phase I ESA with the application; or can it be submitted after the award and prior to the RROF?

A: You cannot use funding from this application to purchase a residential building. However if you choose to use leveraged funds to buy the building you will be responsible for submitting all necessary environmental and code forms.

Q: Can acquisition dollars from another funding source be used as leverage for this application?

A: Yes, see above.

Q: Will we be able to download the slides from this webinar?

A: You will be able to download the slides from the webinar which will be posted with the actual webinar on Victory Program's website.

